

VACANCY NOTICE

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

CS-376 REV(1/11)

Description of Position	<p>TITLE OF POSITION: <u>Sr. Monitoring & Evaluation Specialist</u> CLASSIFICATION CODE: <u>00547600</u></p> <p>SALARY RANGE: <u>325 A \$49,775-\$55,750</u> REFERENCE POSITION NO.: <u>0008</u></p> <p>Department or Agency Name <u>Office of Child Advocate</u> APPLICATION PERIOD: <u>2/10/2012 to 2/22/2012</u></p> <p>Division/Section/Unit _____</p> <p>Assignment(s) / Comments _____</p> <p>Shift and Days: <u>1st shift (Monday - Friday) 8:30 to 4:00</u> Job Location: <u>LPB, 57 Howard Ave., 4th flr., Cranston, RI 02920</u></p> <p>Restrictions/Limitations: _____</p> <p>Position Covered By Collective Bargaining Union Agreement Yes <u>x</u> No _____</p> <p>Name of Bargaining Unit Union: <u>Council 94, Local 2884</u></p> <p>There is* <u> </u> is not <u> x </u> a Civil Service List for this position See A/B or Both for Specific Instructions</p> <p>* NOTE: If there is a list, only laterals (employees with the same title) or individuals certified by OPA may be appointed to this position.</p>
General Information to Candidate	<p>INSTRUCTIONS:</p> <p>A. STATE EMPLOYEE LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either <u>on the application</u> or <u>within a cover letter</u>, both the File Position Title and Number.</p> <p>Most Important - Please include the following information:</p> <ul style="list-style-type: none"> • The title of the position for which you are applying • Title of your present position and date you entered it • Date you entered State service • Name of department where you are currently employed • Your business telephone number • Present Union Affiliations <p>***In certain agencies, bargaining union applicants will receive preferential consideration according to contract.</p> <p>B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT:</p> <p>If indicated above that <u>no civil service</u> list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters "N.A." for Not Applicable. If you fail to answer all the questions on the application form, you may delay consideration of your application.</p> <p>C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS</p> <p>• Reasonable Accommodations: If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for therefore the position.</p> <p>• Medical Information: Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA).</p>
Statement of Duties	<p>DUTIES / RESPONSIBILITIES:</p> <p>This position will review facilities, policies and procedures of residences in which children are placed by the Family Court and DCYF. The Child Advocate is statutorily mandated to review said facilities per RIGL §42-72-7(4). The position will conduct required on-site reviews, analyze data from reviews and responses to written instruments, make recommendations, consult with DCYF and residential providers to ensure all necessary action is taken to ameliorate identified problems. This position will also perform social work functions towards permanency planning for children voluntarily placed in State care. Duties also include information and referral in response to any complaints to the Office regarding abused and neglected children and active participation in reviews, panels, task forces, and investigations conducted by the Office of the Child Advocate. Any and all activities necessary to fulfill the statutory mandates of the Office of the Child Advocate statute.</p>
Minimum Education & Experience	<p>EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS:</p> <p>Education: Such as may have been gained through possession of a Master's Degree in Social Work or significantly related field; and Experience: Such as may have been gained through at least five years clinical experience in child welfare and/or juvenile justice. Experience in residential programming is encourage Or, any combination of education and experience that shall be substantially equivalent to the above education and experience. Spanish speaking helpful, but not required. Special Requirement: Must pass a BCI and CANTS checks upon job offer, a valid RI Driver's license and automobile available for transportation to site visits.</p>
Where to Apply	<p>Apply within the application period as shown on this announcement. NOTE: Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail.</p> <p>SEND RESUME, CS-14 APPLICATEION AND RIEEO 378 Affirmative Action Card to:</p> <p>Marianna Almeida Office of the Child Advocate Louis Pasteur Building 57 Howard Ave., 4th Flr. Cranston, RI 02920</p> <p>e-mail: Marianna.Almeida@doa.ri.go Telephone #: (401) 462-4303 Fax #: (401) 462-4305 TTY/TDD #: 7-1-1 (Telecommunication Device for the Deaf)</p> 

STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY/DIVERSITY EMPLOYER